

DRAFT
MIDDLE PENINSULA-NORTHERN NECK
LOCAL HUMAN RIGHTS COMMITTEE
MINUTES OF July 23, 2007

Chairman, Frank Jewell, called the regular meeting of the Middle Peninsula-Northern Neck Local Human Rights Committee to order at 1:01 p.m. on April 23, 2007, at Bridges of Rappahannock General Hospital located in Kilmarnock, Virginia. Board members in attendance were: Frank Jewell; Judith Link; Bill Reisner and Carl Gerster. Board Member Barbara Vest was absent. Agency representatives included Chuck Walsh, Thelma Hayden and Joanne Brown - MPNN CSB, Patrizia Nesbitt and Tara Carter - Sola, Inc., Mary Hayden and Terry Atkins - Heart Havens, Stacy Hardcastle and Kathy Hudgins - The Brambles, Shannon Rose - Puller Center (Arc of Peninsula), Jeany Murphy - Caring Family Home, Ida Adams and Douglas Walter - Bridges of RGH, and Paige O'Brien - Blue Ridge Residential Services. Willie Barnes, Human Rights Advocate was also in attendance.

Approval of Minutes

A motion was made by Carl Gerster, seconded by Bill Reisner, that the minutes be approved with no corrections. Vote was unanimous.

Program Presentation

Ida Adams welcomed the committee to Bridges and invited everyone to the refreshments provided. She, then, introduced the new Interim Director of the Inpatient program at Bridges, Douglas Walter.

Event Report Statistics

Reports from each provider on events occurring during the period of April 1, 2007 through June 30, 2007 were given as follows:

Bridges of RGH-Structured Outpatient Program – Ida Adams gave reports from last quarter (Jan – Mar 2007) and this quarter. For both quarters, she reported no events, no changes to program, and no incidents of restraint or seclusion.

Bridges of RGH Inpatient Unit – Douglas Walter gave reports from last quarter and this quarter. For last quarter, he reported no events and no incidents of restraint or seclusion. He also reported one change to program in that Betty Selph resigned as Program Director, and Keith Gostel assumed the position of Interim Program Director. For this quarter, he reported 2 incidents of restraint or seclusion and no events/complaints. He also reported 2 changes to program— (1) Sheila Sherrod started and resigned as Program Director; (2) He became her replacement as Interim Program Director.

Heart Havens – Mary Hayden reported no events, no changes to program, and no incidents of restraint or seclusion.

Arc of Peninsula-Puller Center – Shannon Rose reported no events and no incidents of restraint or seclusion. She reported 2 changes to program in that they hired a new part-time consumer supervisor and that the program is completing the end stages of due diligence for the Ken Houtz building on Main St. in Gloucester.

Middle Peninsula-Northern Neck CSB – Chuck Walsh reported the Mental Health and Substance Abuse Division had no changes to program and no incidents of restraint or seclusion this quarter. There was one complaint that was investigated and was shown to be wholly unfounded. The MR Division had 1 client to client abuse complaint that was determined as staff followed proper policy and procedures. No changes to program or incidents of restraint or seclusion were reported.

Sola, Inc. – Patrizia Nesbitt reported no events, no changes to program and no incidents of restraint or seclusion.

The Brambles – Stacy Hardcastle reported no incidents of restraint or seclusion. There were 2 reportable events and 2 cases of serious injury/illness. Lastly, she reported one change to program, as a possible oversight, in that she has become the Program Director for the Brambles, in place of Clyde Forrest.

Caring Family Home – Jeany Murphy reported no complaints, no changes to program and no incidents of restraint or seclusion. She reported one injury which, per physician recommendation, did not require any treatment.

Blue Ridge Residential Services – Paige O'Brien reported no events, no changes to program and no incidents of restraint or seclusion. There was some confusion regarding affiliation requests for sponsor residential programs. Bill Reisner clarified that in the same way that the CSB is required to request affiliation for each new group home they add to their program, Blue Ridge is also required to request affiliation for each new sponsor family/home that is established within their program. Following the explanation, Paige O'Brien informed the committee of her intention on requesting permanent affiliation at the next meeting for a new sponsor home that is being established. She also gave further explanation of their program and her role in its operation, mentioning that sponsor residential programs are popular among families in which a member is in need of mental health services.

There was a brief discussion regarding a request for temporary or permanent affiliation for a new location from Sola, Inc. Patrizia Nesbitt commented that Sola had already requested temporary affiliation from the committee some years ago for this new location and now sought to request permanent affiliation at this meeting. Advocate Willie Barnes explained that temporary affiliation is only valid for 90 days and once granted, the affiliate must request a continuance of the temporary affiliation at every subsequent meeting until their program can request permanent affiliation. She further clarified that although Sola had been granted temporary affiliation some time ago, their temporary status had now lapsed due to Sola not requesting a continuance at every meeting. Patrizia then requested temporary affiliation for the new location at this meeting. Her request was postponed by the committee until the next meeting upon Sola's submission of more information regarding the new location. Frank Jewell then reminded all affiliates of the MPNN LHRC's deadline for submission of paperwork—stating that if an affiliate seeks to request any type of affiliation for a new program, the affiliate must provide the board members with additional information regarding this program at least 2 weeks prior to the next meeting. Patrizia informed the committee of her intention to request affiliation at the next meeting.

Following the program report from Bridges of RGH Inpatient program, Frank Jewell expressed a concern of the committee regarding program reports. He mentioned that at least 3 board members have had the opportunity to visit an inpatient program, and upon doing so, have seen incidents of restraint or complaint that should have been reported. He further remarked that the Board wonders how Bridges' Inpatient Program is able to have no reportable complaints. Some discussion ensued regarding the screening process at Bridges and their involvement with the CSB. Frank then clarified that the comment was not meant to be directed specifically toward Bridges, but more to re-emphasize a sentiment often expressed by Barbara Vest in that there is an unusually small number of reportable incidents or complaints from the affiliates as a whole. He concluded the discussion with the comment that board members have witnessed a higher ratio of reportable incidents than the program reports at this LHRC meeting would lead them to believe exist.

New business

Regarding plans for sending LHRC board members to upcoming state trainings, Advocate Willie Barnes provided some information from the State Human Rights Office regarding the training. She said this 2-day training, which will cover the changes within State regulations, is scheduled for September 13th and 14th in Richmond, Virginia. On the 13th, there will be a social gathering in the evening for board members from every LHRC, and the all-day training will be on the 14th. After some discussion, it was decided that the board members who would be able to attend the meeting would only be attending on September 14th, thus eliminating the need for hotel accommodations. If board members desire to be reimbursed for mileage to and from the training, the MPNN CSB has agreed to absorb those costs.

The request from MPNN CSB for permanent affiliation was retracted, at the suggestion of Advocate Willie Barnes, and a request was made for temporary affiliation. Chuck Walsh explained that the request was for an expansion of the currently approved "Discovery Place" program to include a new location called "Discovery II." Discovery II would contain 8 beds, and unlike Discovery Place, it would also incorporate consumers with needs related to substance abuse treatment. A motion was made by Carl Gerster, seconded by Judith Link, that the CSB be granted temporary affiliation for Discovery II. The vote was unanimous.

In requesting permanent affiliation, Bridges of RGH presented an explanation letter to the committee, stating that their absence from the last meeting was due to an emergency in the Outpatient Program. Ida Adams stated that she tried contacting several people and also left messages, but was unable to get in contact with anyone before the meeting began. The emergency was both unexpected and unavoidable, and thus, Bridges requested that permanent status be returned to both programs. The motion was made by Bill Reisner that both programs at Bridges of RGH be returned to permanent affiliation status. The motion was seconded by Carl Gerster and the vote was unanimous. Frank Jewell explained to everyone that Bridges was placed on temporary affiliation for their absence at the last meeting. He reminded all the program affiliates that their head representative (namely, the Program Director) should attend all meetings and if they are unable to attend, an alternate representative should be sent in their place. He further shared that not showing up or giving notice to anyone about your

inability to attend is just not acceptable. Also, he noted that a phone call to one of the board members will not excuse an absence, in and of itself; however, it will help the situation. Advocate Willie Barnes clarified that the committee has the power to accept an affiliate's explanation for an absence, especially one that occurs due to emergencies, accidents, etc. while they are in route to the meeting.

Old Business

Jeany Murphy reported that a new LHRC has been established in the Hampton area and she hopes both Caring Family Home programs can become affiliated with this new LHRC. Since the first meeting of the new LHRC is August 21st, she requested continued temporary affiliation for her second location until that date. Bill Reisner motioned to grant the request and Carl Gerster seconded. The vote was unanimous. Jeany also thanked the MPNN LHRC board members and affiliates for their continued support and cooperation with Caring Family Home.

Regarding the discussion of program affiliate agreements and LHRC dues, Chuck Walsh reported that the estimated annual cost of LHRC operation was currently about \$800-900. He further stated the CSB's willingness to continue absorbing this cost and suggested that the CSB complete an annual evaluation to determine at which point affiliate dues may become necessary. It was decided that the CSB would complete this annual evaluation and report on it at every April meeting of the MPNN LHRC. The need to discuss dues would then be determined by the results of the annual evaluation.

Training

Advocate Willie Barnes urged everyone to attend the training by the State on September 13th and 14th. She highlighted some changes in the State regulations which would be covered at the training, and she informed affiliates that the training is for board members, but at some point the State will allow program affiliates to register.

Announcement/Updates

A quarterly report template for use by the affiliates was presented to the board. The form would ensure that all affiliates report the same type of human rights information to the committee. Judith Link motioned that all affiliates be required to utilize a version of the form to be presented at the next meeting, giving the committee time to revise the form based on their preferences. The motion was seconded by Frank Jewell, and the vote was unanimous. The committee will present the revised form to the affiliates at the next meeting for use at all subsequent meetings.

Advocate Willie Barnes informed everyone of a luncheon that was held by the State to recognize volunteers, in which each LHRC was presented a "Stellar Volunteer" trophy. Although Region 5 was unable to participate this year, Willie did present the MPNN LHRC with their trophy and promised that the Advocate's office would ensure their full participation in next year's recognition event.

Executive Session

On the motion of Bill Reisner, seconded by Carl Gerster, the LHRC voted to go into executive session per VA Code Section 2.2-3711A(4) for the protection of the privacy of

individuals in personal matters not related to public business, namely for the purpose of hearing patient-related information involving a complaint allegation.

Upon returning to public session each member of the committee certified that to the best of their knowledge only matters lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard and discussed or considered.

In open session, a motion was made by Judith Link that the Brambles be required to implement a form, initialized by staff, stating that charts have been reviewed within 30 minutes of coming on duty, barring any extenuating circumstances. The motion was seconded by Frank Jewell, and the vote was unanimous.

There being no further business, the meeting was adjourned at 3:45 p.m. The next scheduled meeting will be held on Monday, October 22, 2007 at 1:00 p.m. at the MPNN CSB Warsaw Counseling Center in Warsaw, Virginia.

Respectfully submitted,

Tamara Davenport
LHRC Administrative Support